



STATE OF CONNECTICUT  
**DEPARTMENT OF CONSUMER PROTECTION**  
 DRUG CONTROL DIVISION  
 COMMISSION OF PHARMACY  
 Telephone: (860) 713-6070

## **APPLICATION FOR PHARMACY LICENSE**

### **INSTRUCTIONS:**

All spaces must be completed - please print in ink or type. This application **must be accompanied by a check or money order for the appropriate fee as listed below**, made payable to: "Treasurer, State of Connecticut". **Application fees are non-refundable.** This application must be filed at least fifteen (15) days in advance of the time when it is desired to have such license go into effect.

→ Return your completed application and fee to:

**Department of Consumer Protection, License Services Division, 165 Capitol Avenue, Hartford, CT 06106**

Applying For: <input type="checkbox"/> <b>New Pharmacy License (\$600.00 fee)</b>	<input type="checkbox"/> <b>Change of Location (\$150.00 fee)</b>
<input type="checkbox"/> <b>Change of Ownership (\$45.00 fee)</b>	<input type="checkbox"/> <b>Change of Name (\$45.00 fee)</b>
<input type="checkbox"/> <b>Change of Manager (\$45.00 fee)</b>	<input type="checkbox"/> <b>Change of Officers/Directors (\$30.00 fee)</b>

**NOTE:** If you are applying for a "New Pharmacy License", your pharmacy must, in accordance with Connecticut Regulations, Section 20-576-54, be classified in one or more of the classes below, based upon the type of pharmacy/business practice in which your pharmacy is involved. You may operate in one or more classes with no increase in the license fee you pay. In making your selection, you should consider that the class or classes you choose should reflect, in a substantial manner, the type of business or professional practice in which your pharmacy is involved.

☐ **Community**   ☐ **Infusion Therapy**   ☐ **Long-term Care**   ☐ **Nuclear**   ☐ **Specialty**

### **Pharmacy Information:**

<b>Name of Pharmacy</b>			
<b>Street Address</b>		<b>City or Town</b>	<b>State</b>
<b>Telephone Number</b> (w/ Area Code)		<b>Federal ID or Social Security Number</b>	<b>If Change, Current Pharmacy License Number</b>
<b>New Pharmacist Manager</b> (Name & Address)		<b>New Pharmacist Manager</b> (License Number)	

### **Ownership Information:**

Owner Legal Standing: <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company	
Name of Owner	Owner's Address (Street, City, State & Zip)
If applicant is NOT the sole owner, has the owner or owners appointed applicant as manager of the pharmacy with complete power over the pharmaceutical affairs of said pharmacy? <input type="checkbox"/> Yes <input type="checkbox"/> No	

### **If Corporation or Unincorporated Association:**

Business Address of above corporation or association (Street, City, State & Zip)	Date and Place of Legal Organization
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### **List Names of Officers, Directors:**

Name (First,Last)	Address (Street, City, State & Zip)
Name (First,Last)	Address (Street, City, State & Zip)
Name (First,Last)	Address (Street, City, State & Zip)

If this is an application for a new pharmacy, a change of ownership, manager or officers has the applicant, any partner or member of the board of directors ever been convicted of a felony crime? YES ☐ NO ☐ If yes - please attach a statement including the date(s) of the conviction(s), the court(s) where the case(s) were decided and a description of the circumstances involved.

**If Individual or Partnership:**

List names of all partners [include applicant if one of the partners]. If more than three partners, attach rider setting out all names.

Name (First,Last)	Address (Street, City, State & Zip)
Name (First,Last)	Address (Street, City, State & Zip)
Name (First,Last)	Address (Street, City, State & Zip)

**If this application involves a change in Pharmacy Name, Manager, Location or Ownership - please provide the information requested in the appropriate box (es) below:**

PREVIOUS: Name of Pharmacy & Pharmacy License Number	PREVIOUS: Name of Pharmacist Manager and License Number
PREVIOUS: Location (Street, City, State & Zip)	PREVIOUS: Name of Owner(s)

**Name and license number of each pharmacist employed at this location:**

Name (First,Last)	License Number
Name (First,Last)	License Number
Name (First,Last)	License Number

**Store Hours of Operation:**

<b>Daily - Weekdays</b> _____ a.m. _____ p.m.	<b>Saturday &amp; Sunday</b> _____ a.m. _____ p.m.
<b>Prescription Department Opening and Closing Hours</b> (if different and pre-approved by Pharmacy Commission)	
<b>Daily - Weekdays</b> _____ a.m. _____ p.m.	<b>Saturday &amp; Sunday</b> _____ a.m. _____ p.m.
Please list additional information concerning hours of operation below:	

I hereby appoint \_\_\_\_\_ to have complete control and management  
(Name of Pharmacist Manager/Applicant)  
over this pharmacy's premise.

\_\_\_\_\_  
Signature - Owner or Authorized Officer

State the approximate time the pharmacy will be ready for inspection \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature (Pharmacist Manager)

\_\_\_\_\_  
Signature Owner/Owners

\_\_\_\_\_  
Signature Owners(s)

\* Note: If the owner is a partnership, all partners must sign this application. If the owner is a corporation, this application must be signed by a duly authorized official of said corporation

AFFIX PRESCRIPTION LABEL  
OR REASONABLE  
FACSIMILE OF LABEL HERE  
(New Applicants & Change of  
Location Only)

**TO BE FILLED BY THE TOWN, CITY, OR BOROUGH CLERK, ZONING BOARD OR OTHER PROPER AUTHORITY.  
(NEW APPLICANTS AND CHANGE OF LOCATIONS ONLY)**

This is to certify that I am acquainted with the zoning ordinances and by-laws of the town/city listed below and that the location of this Pharmacy is not prohibited by either the ordinances or by-laws of said town/city at the location described on this application.

\_\_\_\_\_  
Name of Town/City/Borough

\_\_\_\_\_  
Signature - Zoning Authority

\_\_\_\_\_  
Town/City/Borough Clerk

\_\_\_\_\_  
Date